

RECORD OF THE REGULAR MEETING OF THE BROOKLINE SCHOOL COMMITTEE HELD ON **THURSDAY, JANUARY 21, 2016** AT 6:00 PM IN THE JAMES F. WALSH SCHOOL COMMITTEE ROOM, 5<sup>TH</sup> FLOOR, TOWN HALL. STATUTORY NOTICE OF THIS MEETING WAS FILED WITH THE TOWN CLERK.

School Committee Members Present: Ms. Ditkoff (Chairman), Ms. Scotto (Vice Chairman), Mr. Chang, Ms. Charlupski, Mr. Glover, Dr. Jackson, Mr. Pollak, Ms. Stone, and Ms. Stram. Also present: Dr. Connelly, Dr. Fischer-Mueller, Dr. Shmukler, Ms. Dunn, Mr. Lummis, Mr. Kahn, and Ms. Coyne.

Others Present: China Exchange Coordinator Steve Lantos, Economic Development Director Kara Brewton, Town Administrator Mel Kleckner, and members of the Board of Selectmen: Chairman Neil Wishinsky, Selectman Nancy Daly, and Selectman Nancy Heller.

**1. ADMINISTRATIVE BUSINESS**

**a. Calendar**

Ms. Ditkoff called the meeting to order at 6:00 PM. She noted upcoming events on the calendar.

**b. Consent Agenda**

**ACTION 16-2**

On a motion of Dr. Jackson and seconded by Ms. Stram, the School Committee VOTED (Mr. Glover abstained because he was not at the January 7, 2016 meeting) to approve the item included in the Consent Agenda.

- i. Past Record: January 7, 2016 School Committee Meeting

**2. FAREWELL TO CHINESE EXCHANGE PROGRAM STUDENTS**

Ms. Ditkoff welcomed and introduced Brookline High School (BHS) Coordinator for the Brookline China Exchange Steve Lantos. Mr. Lantos then introduced the students and their teacher who talked about their experiences over the past months and expressed their appreciation to the host families, the Brookline High School students and staff, Mr. Lantos, Dr. Holman, Mr. Rhode, Selectman Heller, Dr. Connelly, and the School Committee. They were made to feel at home. They learned so much about American culture and the language, made wonderful friends, and will never forget their experience in Brookline. The School Committee members wished the students well.

**3. PUBLIC COMMENT**

Resident Scott Murphy asked that school employees and vendors respect parking restrictions. He discussed race issues in the schools and community and encouraged the School Committee and school staff to be engaged in this issue and be responsive to student questions and concerns.

**4. STUDENT REPORT**

Mr. Kahn reported on the use of new mounted projectors in the classroom (an effective tool, but not all teachers use them). There have been an increased number of discussions

between administrators and students about how race plays a role in the high school and what concrete changes can be made. The English Department met recently to try to find ways to change the curriculum to include and respect perspectives and voices of people of color. Ms. Holman has charged all department heads to have a “lunch and learn” session, similar to the one in the English Department. A small group of students and teachers has been meeting with Ms. Holman to help develop faculty training on anti-racism, bias, and privilege. At today’s Dr. Martin Luther King Jr. assembly, several students spoke about the need for change. Mr. Kahn suggested following the *Sagamore* to learn more about student events and activities. The Student Council is looking to write a revised bill to clarify and simplify the process to get credit for out-of-school sports. A group of students from the Gay Trans Straight Alliance talked with Ms. Holman and Mr. Mason about the need for all-gender bathrooms. Ms. Holman helped streamline the process and three all-gender bathrooms have been approved. This is a concrete way the school can support transgender students. In response to a question from Ms. Ditkoff, Mr. Kahn offered to report on whether there are other ways the school unintentionally creates barriers.

## 5. INTERIM SUPERINTENDENT’S REPORT

Dr. Connelly provided the following report:

### 1. Pierce and Lawrence Schools’ Principal Searches Update

*Enclosed you will find the Power Point presentation we are using for the eight principal search focus groups scheduled to take place during the weeks of January 11<sup>th</sup> (3), January 19<sup>th</sup> (3) and January 25<sup>th</sup> (2). This Power Point presentation identifies the broad-based search committee members, and established meetings dates. It also reviews the process and timeline and seeks school community input on the following:*

- *Essential leadership strengths, characteristics and experience*
- *Short and long-term goals and school improvement needs*

*During the first week of focus groups, the teachers and parents of each school were very responsive and provided us with a wealth of information to be included in the “Ideal Candidate” profile to be used by each search committee during the candidate selection and interview process.*

*Second round of interview dates have also been set. The following members of the Senior Staff will interview 3 to 4 semi-finalists for each school on March 3<sup>rd</sup>, March 4<sup>th</sup> and March 8<sup>th</sup>: Joe Connelly, Jennifer Fischer-Mueller, Karen Shmukler, Mary Ellen Dunn, Ben Lummis, Charlie Simmons and John Ritchie (retired Brookline teacher, Headmaster and Superintendent from Lincoln/Sudbury).*

*It is anticipated the preferred candidates will be announced at the March 22<sup>nd</sup> School Committee meeting.*

*I am pleased to report with the help of the BEU, each school’s PTO and Brookline’s SEPAC, we were able to form two 12 member committees for each school that is well*

*represented by school administrators (4), teachers (4) and parents (4) that reflect the diversity of Brookline.*

*Elaine O'Sullivan, Director of Human Resources, reports as of January 19<sup>th</sup>, with two weeks to go before the application deadline, we have received 26 completed applications for the Lawrence School and 30 completed applications for the Pierce School. Half of all principal candidates to date are women and 23% of the candidate pool for both schools are applicants of color.*

*If time allows at our January 21<sup>st</sup> School Committee meeting, we would like to give School Committee an opportunity to identify leadership characteristics and candidate experience they would like included in the "ideal" candidate profile we are developing for each search committee.*

**2. Brookline's High School Renovation/Expansion SOI Not Approved for 2015**

*Enclosed you will find the MSBA letter received in late December 2015 indicating our BHS CORE Program SOI was not selected to be invited into the MSBA's eligibility period at this time. Overall, the MSBA received 97 CORE program SOI's and 60 Accelerated Repair Program SOI's (ARP) in 2015. Available funding only allowed MSBA to select CORE projects with the greatest and most urgent need.*

*Districts not approved will need to submit a new SOI for calendar year 2016. The SOI CORE program application timeline began on January 8, 2016 and will close on April 8, 2016. For districts, like Brookline, that filed SOI's in 2016 that were not approved, MSBA will populate a new SOI template with the prior 2015 data. So if Brookline decides to resubmit a CORE Program SOI for BHS, it will only need to edit the information and update the 2016 SOI prior to submitting it to MSBA for consideration in 2016. This process does require new local votes authorizing the district to submit a 2016 SOI for the same school project as locally approved and submitted to MSBA in 2015.*

***Important:*** *If a district submits SOI's for two or more schools in the same year, they will be required to select one SOI as the district priority SOI for consideration and due diligence review by the MSBA. Therefore, submitting both the BHS renovation/expansion SOI and a 9<sup>th</sup> school SOI will still require Brookline to prioritize which project they want MSBA to consider in any one year.*

*The process of submitting an SOI requires the CORE Program SOI form to be completed with all the required documentation, including the required vote of the municipal government body and School Committee, a signed copy of the SOI must be post marked no later than April 8, 2016 for consideration in 2016. For this reason, it is critically important that the Board of Selectmen and School Committee decide as soon as possible which school project they will submit a CORE Program SOI to MSBA for in 2016.*

**3. 2016/2017 School Year Materials Fee Notification Letter**

*On Friday, January 15<sup>th</sup>, school year 2016/2017 Materials Fee Program letter was sent to all School/Town employees. This year, due to our concern for continued enrollment increases and a lack of available classroom expansion options, the letter emphasized class size enrollment numbers in each school will determine our ability to approve non-resident employee requests. To provide our employees with every opportunity to be considered, we have established two approval dates. The first approval date will be May 16, 2016 and the second approval notification date will be August 16, 2016. We need to be somewhat cautious on May 16<sup>th</sup> with our acceptance of non-resident enrollments and then wait for firmer grade-level enrollment numbers, before we can potentially approve any additional materials fee enrollment applications in August, if we still have some grade levels with available spaces.*

*I have also consulted with our METCO Coordinator regarding this matter. Historically, we attempt to replace the number of graduating METCO students so that our system-wide METCO enrollments remain at or close to 300 students. This year, there are 25 METCO students in the BHS Senior Class. Each year most, if not all, METCO students accepted to replace the graduating METCO students are placed in kindergarten. This year, due to our increasing enrollments and limited classroom spaces, we may not be able to place all our new METCO students in Kindergarten. In addition to placing some in kindergarten, we may need to look at grades 6 through 12 where enrollments have not yet reached 600+ students per grade level. Currently our kindergarten enrollments stand at 634, only up one student since October 1<sup>st</sup>. We have 30 kindergarten classrooms system-wide, for an average enrollments of 21.1 students per class. Our class size range in Kindergarten is 19 to 24. I do not anticipate having additional classroom space to accommodate another kindergarten classroom (31) so we must watch our kindergarten registration numbers very closely during the months of February and March 2016 before deciding how many METCO or Materials Fee students we can enroll in Kindergarten.*

**4. All-Town Choral Festival**

*Kenny Kozol reports the All-Town Choral Festival held on January 12<sup>th</sup> and January 13<sup>th</sup> was an outstanding success. Enclosed you will find an email message I received from Kenny Kozol after the All-Town Choral Festival was held last week. Kenny indicates the elementary 6 – 8 choruses and the BHS All-Town chorus performed together to a capacity audience and proved to be an overwhelming success. Kenny acknowledges the dedicated work of Brookline Music Staff, Alison Manion, Damon Carter, Holly Ahearn, Lauren Cecchini, Maureen Meyers, Meredith Huntley, Sarah Gardner, Vale Southard and Mike Driscoll. Their combined efforts provided our elementary and high school chorus groups with a very special performance opportunity. I congratulate the students and our dedicated music staff for a job well done! (See enclosed picture and acknowledgement letters.)*

**5. New Professional Development Opportunities Supporting District-wide Priorities**

*The Office of Teaching and Learning continues to provide staff with professional development courses aligned with our 2016 District Priorities. Specifically relating to educational equity, the district is offering an internally facilitated seminar exploring racial microaggressions in schools and we hope to offer additional sessions after the first session*

*concludes. We're excited to have two members of the Brookline Police Department join us in the seminar on racial microaggressions and we look forward to sharing perspectives and experiences across organizations.*

*Brookline educators also have the opportunity to attend courses in EDCO's IDEAS program and from Facing History and Ourselves, both of which focus on methods for developing anti-racist practices. In April, the district will be sending a team of educators to the Minority Student Achievement Network (MSAN) Annual Institute with an intention to learn from other MSAN member districts and subject matter experts.*

*Required professional development continues at the K-8 Social Studies Release Days. We are also planning other forms of required professional development in FY17 through our Mentoring and Induction program and next year's system-wide professional development day (i.e., 183<sup>rd</sup> day) with a focus on two of our Core Values - Educational Equity and Respect for Human Differences.*

Dr. Connelly stated that people can apply for both principal positions. There may be overlap among the semi-finalists. It will be the administration's responsibility to try to place candidates at the most appropriate school. Semi-finalists will not be ranked. He would love to have the finalists participate in public interviews if we can do so without losing top candidates. Ms. Ditzoff noted a number of town bodies are interested in the MSBA partnership question. The deadline for submissions is April 8, but staff will need time to prepare a submission. Dr. Connelly stated that he will work with Mr. Simmons to look at options if it looks like we will need 31 kindergarten classes. The administration will try to let families know as early as possible whether their children were accepted into the Materials Fee and METCO programs so that the children can participate in orientation activities. We are committed to the Materials Fee and METCO programs and are not changing our procedures, but want to let families know that we are closely monitoring our numbers. Mr. Glover asked that the School Committee be updated before any administrative decisions are made. Dr. Jackson asked that the data for Materials Fee and METCO programs be separated. Dr. Connelly will provide the number of new Materials Fee students admitted in the current year. Depending on the number of Materials Fee applicants, there may be more than one approval round (teachers, school staff, town staff). Dr. Fischer-Mueller described the new professional development opportunities that will focus on cultural proficiency and teaching about race and racism.

## **6. PRESENTATIONS AND DISCUSSION OF CURRENT ISSUES**

### **a. Update on Capital Planning Process**

Deputy Superintendent for Administration and Finance Mary Ellen Dunn provided an update on the capital planning process. Ms. Dunn provided a preview of the Infrastructure and Facility Plan FY 2016-FY 2022. Some of the information will not be available in this year's cycle. In the future, the document will include the following sections: Enrollment Growth and Projected Need for Additional School Capacity, Expansion Efforts, Capital Improvement Planning Schedule, Capital Improvement Program Projects Submitted on behalf of Schools, and appendices showing Enrollment, Condition of School Buildings, and Redistricting (change to School Attendance Districts). School Committee members expressed their appreciation to Ms.

Dunn and suggested that the report for this year include the first sections (Introduction, Enrollment Growth and Projected Need for Additional School Capacity, Expansion Efforts 2005-2015, System-wide Capital Needs Overview, and Preliminary Capital Plan Outline Schedule and Budget), with placeholders for the other sections. The Capital Improvements Subcommittee will be reviewing the first sections at the next meeting on February 12, 2016. Members asked Ms. Dunn to note which sections of the report will be fairly consistent from year to year and not require much effort to update.

**b. Status Update and Further Discussion of 9<sup>th</sup> School Site Analysis and Timeline**

**(Joint meeting of the School Committee and Board of Selectmen)**

The Joint Meeting of the Board of Selectmen and School Committee was called to order. School Committee members present: Ms. Ditzoff (Chairman), Ms. Scotto (Vice Chairman), Mr. Chang, Ms. Charlupski, Mr. Glover, Dr. Jackson, Mr. Pollak, Ms. Stone, and Ms. Stram.

Selectmen present: Mr. Wishinsky (Chairman), Ms. Daly, and Ms. Heller.

Selectmen absent: Mr. Franco (After consultation with the State Ethics Commission, Mr. Franco has been advised to recuse himself from participation in the site selection process as his participation would violate Section 19 of Chapter 268a.) and Mr. Greene.

Staff present: Dr. Connelly, Mr. Kleckner, Ms. Brewton, and other administrative staff.

Dr. Connelly and Ms. Brewton provided an update on the 9<sup>th</sup> Elementary School Site Analysis (Attachment A). Dr. Connelly explained that increased enrollment is driving the need for a 9<sup>th</sup> elementary school. He provided data on current and projected enrollment. Enrollment has increased by 1,034 students from 2010-2011 to 2015-2016 and is expected to increase by another 1,179 students by 2020-2021. We project that the high school will have approximately 2,400 students by 2020-2021. We are currently short four classrooms and project we will need an additional 30 classrooms by 2020-2021. Possible short-term solutions until a 9<sup>th</sup> school could be built include the following: additional modulars; additional rental space; create substandard space without schools; larger class sizes; core facilities remain inadequate. Classroom capacity estimates do not take into account Brookline Early Education Program (BEEP) classrooms, school staff in rented space, and the potential for more aggressive growth from new developments.

Dr. Connelly provided an update on the Massachusetts School Building Authority (MSBA) decision on the district's Statement of Interest for the renovation and expansion of Brookline High School (BHS). The MSBA did not approve the BHS Statement of Interest (SOI) to collaborate in the expansion. The MSBA Executive Director recommended that Brookline revisit the SMMA Further Study of Brookline High School during the next year and look again at the options presented in it. Mr. Kleckner referred to his January 21, 2016 memo (Attachment B), which notes that "Communities that submit two projects at the same time are routinely directed by MSBA to identify the relative priority of each project. Therefore, it is critical for the Town to identify its top priority for state funding. To date, we have recommended that the High School project be designated for MSBA participation. This is based upon the anticipated scale and associated cost of the High School project, the relative uncertainty of the nature of this

project (the 9<sup>th</sup> elementary school) and the urgent timeframe of the 9<sup>th</sup> Elementary School project that would be compromised by MSBA involvement.”

Ms. Brewton reviewed the timeline. Operating under the assumption that if the boards decide on a final site prior to October 1, 2016, the earliest a 9<sup>th</sup> elementary school can be built and on line is the fall of 2021. She presented additional detail on the six sites identified by the November 2015 Civic Moxie study and updated the boards on the potential consideration of sites in South Brookline, including Baker School and Pine Manor College. In addition, the Boards reviewed a memo from Town Counsel regarding possible restrictions on the use of town-owned sites for the purposes of constructing a public elementary school (Attachment C). Ms. Brewton presented two potential alternatives to the Isabel School: Pine Manor and Baker School. Mr. Kleckner noted that he met with the Pine Manor Interim President who indicated that selling off additional parcels is not part of their strategic plan. Mr. Kleckner responded that we would like to continue to think about this and may come back to them if we are able to develop a plan that might be mutually beneficial. Ms. Brewton reviewed the recommended next steps: next joint meeting to analyze and discuss all six sites; decisions to be made before the February 9, 2016 Building Commission meeting: either 1) select which sites should have new or revised preliminary schematics or 2) select one-two finalist sites as potential Committee of Seven candidates.

Comments:

There would need to be a number of conversations before we could make a decision on whether to forego possible MSBA reimbursement for a 9<sup>th</sup> school.

Board members requested a more detailed timeline that shows all decision points.

A study that goes beyond the CivicMoxie level of depth could be \$100,000-\$150,000 per site; could do additional studies at the CivicMoxie level for less money.

Take options off the table that would be unreasonably difficult per Town Counsel’s memo.

(None of the options are easy.)

Consider the revised Stop & Shop option, given the need for more capacity in North Brookline. Need more information on the Stop & Shop option before moving forward (Who owns it? How long is the lease?)

What portion of the Baldwin site is not subject to Article 97?

Parks and Recreation would need to be on board for any proposals relying on park land.

What is the latest date we could decide whether or not to proceed with a Committee of 7? (Ms. Brewton will look into this, but possibly one or two months.)

We need additional information; \$100,000-\$150,000 is a small percentage of the total cost of the project. (We may have funding to do one or two sites.)

We don’t have enough information to narrow it down to two sites. We need staff to present the pros and cons of each option and what additional information would be needed to get to a decision point.

Do due diligence on at least two sites between February and August and try to pick a final site in the fall and then start schematic design.

We will never have perfect information, but what level of information do Board members need to pick two sites to do due diligence on?

How do we study sites we don't own (for example, conducting a geotechnical study)? (We would need to get permission from the property owner.)

Staff was asked to identify the pros and cons of each option.

Board members will be asked to rank order the options.

A Joint Meeting of the Board of Selectmen and School Committee will be scheduled for early February (possibly February 4<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup>).

**c. Brookline High School Course Catalog Changes 2016-2017**

Ms. Charlupski presented a summary of the Brookline High School (BHS) Course Catalog Changes 2016-2017 (Attachment D). There are four proposed new courses: Issues in Contemporary Literature, Film as History/History as Film, Net Games-Rackets and Paddles, and Racial Awareness Seminar. Ms. Charlupski described each course including the syllabus, learning objectives, learning experiences, and course materials. Dr. Fischer-Mueller described the course development process.

Comments:

Net Games-Rackets and Paddles

Squash is not included because we don't have the facilities.

Issues in Contemporary Literature

The teachers will find ways to help students that may find the novels challenging.

We will still offer English Literature, but European Literature will be dropped.

Teachers may need additional support in how to have these difficult conversations. (We have guidelines for teachers to follow for discussion on issues such as race and sexuality.)

Pedagogical style will be similar to the School-Within-A-School (SWS) approach.

Racial Awareness

Will be co-taught and will be contingent upon Brookline High School 21<sup>st</sup> Century Fund support for the extra teacher.

School Committee members were supportive, but had several questions they wanted addressed before voting. Dr. Fischer-Mueller will check the timeline to make sure that deferral of the vote will not prevent this course from being included in the 2016-2017 Course Catalog (members requested that future requests be submitted to the Curriculum Subcommittee/School Committee early enough to allow for review without impacting the publication). Members asked the following questions: 1) What is the plan for awarding credits? Can the course be considered for elective credit and/or social studies credit? Why or why not? Are there other courses/seminars classified in this way? 2) What will the application look like and what is the purpose of the application? 3) What is the "balance" being sought for this class?

Film as History/History as Film

Will be co-taught and be contingent upon Brookline High School 21<sup>st</sup> Century Fund support for the extra teacher.

Class will culminate in a senior film.

As is the case with all Brookline High School 21<sup>st</sup> Century Fund supported courses, it was made clear that the class will not be continued unless it is financially sustainable.

Consider the ratio of teachers to students.

If a class requires two teachers and is important enough, we should find the funding.

**i. Proposed Vote to Approve the Brookline High School Course Catalog  
Changes 2016-2017**

**ACTION 16-3**

On a motion of Ms. Charlupski and seconded by Dr. Jackson, the School Committee VOTED UNANIMOUSLY to approve the following 2016-2017 Brookline High School Courses: Issues in Contemporary Literature, Film as History/History as Film (pending support from the Brookline High School 21<sup>st</sup> Century Fund), and Net Games-Rackets and Paddles, as described in Attachment D.

The School Committee decided to defer the vote on the Racial Awareness Seminar to give Dr. Fischer-Mueller the opportunity to address the questions raised this evening.

**7. SUBCOMMITTEE AND LIAISON REPORTS**

**a. Finance**

Ms. Stram reported that the Town-School Partnership will be meeting on February 8, 2016.

**b. Capital Improvements**

**i. Proposed Vote to Approve Devotion School Proprietary Equipment**

Mr. Pollak reported that Owner's Project Manager Tony Guigli, after careful consultation with the design team and town staff, is recommending a list of items proposed to be proprietary for inclusion in the Devotion School project. All of the items are recommended so as to be consistent with materials or systems currently in use in the Town of Brookline. Inclusion of them as proprietary is in the public interest for ease and cost of maintenance, operations and/or replacement.

**ACTION 16-4**

On a motion of Mr. Pollak and seconded by Ms. Charlupski, the School Committee VOTED UNANIMOUSLY to approve the following proprietary items for the Edward Devotion School project, as it has been determined to be in the public interest:

**Door Hardware:**

Mortise Locksets – Schlage

Cylindrical Locksets – Arrow

Closures – LCN

Exit Devices – Von Duprin

Cylinder Cores – Medeco small format IC Mark 4 System

**Speakers**

Valcom IP

**Fire Alarm**

Fire Alarm Panel – Notifier

Radio Master Box – SigCom DTX Series

Security

Keycard System – AMAG Technologies  
Door Entry Intercom System – Aiphone

Civil/Site

Water Valve Boxes – East Jordan Iron Works model 8555 Slip Type 2 Piece Valve Box Set: 36B Bottom, 26T Top with shifting flange, black coated water cover New England Standard.

Manhole Frame – East Jordan Iron Works model 2248Z Frame LA248-5.

Manhole Cover – East Jordan Iron Works model 2248C Cover Town of Brookline standard.

Frame – East Jordan Iron Works model 7278Z Type C Frame

Catch Basin Grate – East Jordan Iron Works model 7278M2 Grate L27DG3 STD

Catch Basin cascade frames and grates – East Jordan Iron Works 24x24x8 HVY FR  
Cascade L GR 8”

Pre-formed Reflectorized Thermo Plastic Traffic Markings – PreMark with ViziGrip by Ennis-Flint

Stamped Colorized Brick Pattern – TrafficPatternsXD, offset brick pattern, brick red color by Ennis Flint

Tape Inlay – 3M “Stamark” 380I ES (inlay) by 3M

Mr. Pollak reported that the next meeting of the Capital Review Subcommittee will take place on February 12, 2016.

**c. Curriculum**

Ms. Charlupski reported that the Curriculum Subcommittee met on January 20, 2016. In addition to the proposed Brookline High School Course Catalog changes discussed earlier this evening, the Subcommittee reviewed 2011-2015 MCAS results and heard an update on the process and timeline for developing the Strategic Plan 2.0. The full School Committee will have the opportunity to hear the update on the Strategic Plan on February 4, 2016 and the MCAS data and District Priorities will be presented to the School Committee on March 10, 2016. The next meeting of the Curriculum Subcommittee will take place February 24, 2016.

**d. Government Relations**

Ms. Stone reported that the annual Legislative Breakfast will take place tomorrow morning. Senator Creem, Representative Smizik and Representative Copping along with staff members will be joining school and town officials to discuss Brookline issues and priorities.

**e. Policy Review**

Dr. Jackson reported that the next meeting of the Policy Review Subcommittee will take place on February 11, 2016.

**f. Superintendent Transition Process**

Dr. Jackson reported that the Chairman will be appointing a Superintendent Search Preliminary Screening Committee composed of four School Committee members. The consultant has reported that 27 applications have been submitted to date (ten represent people of color and there is a good mix on gender). The consultant will be providing us with a Leadership Profile that will show the characteristics and skills we are looking for in the next superintendent.

**g. Additional Liaisons and Updates**

Ms. Ditzkoff and Ms. Charlupski reported that they attended the annual Dr. Martin Luther King, Jr. Celebration on January 18, 2016.

**8. NEW BUSINESS**

There was no new business to discuss.

**9. ADJOURNMENT**

Ms. Ditzkoff adjourned the meeting at 10:25 PM.

Respectfully Submitted,

Robin E. Coyne, Executive Assistant  
Brookline School Committee